



**Informing. Educating.  
Inspiring. Connecting.**

MTPL Foundation Board  
David Ferruzza – President  
Laura Slaymaker – Vice President  
Daniel Labezius – Treasurer  
Paul Daigle - Secretary  
Jennie Barbieri  
Susan Dyson  
Diana Reeves  
Lois Morgan – Ex Officio

## **Manheim Township Public Library Foundation Board Meeting**

**Date: 11/28/2018      Time: 5:30pm      Location: MTPL**

### **Administration**

Call to Order at 5:32pm. Roll Call & Agenda Review:

**Members Present:** Jennie Barbieri, Diana Reeves, Dan Labezius, Laura Slaymaker, Paul Daigle, David Ferruzza, Susan Dyson

**Members Absent:** None

**Staff Members Present:** Executive Director Joyce Sands, Operations Manager Janet Bailey

**Board of Commissioner Liaison Present:** Sam Mecum

- Introduction of Diana Reeves, new Board member.
- Minutes of October Meeting and **MOTION** to Approve: Jennie motioned to approve. Laura seconded the motion. The motion passed unanimously.

### **Current Business**

- Executive Director's Report –
  - The surface range in the demonstration kitchen is cracked and either the surface or the entire oven will need to be replaced. An assessment will be made.
  - The Annual Appeal has so far brought in \$8,180.02, up from \$6,195.02 last month.
  - MT Public Works and Library staff, along with some Board members, will meet December 12 to assess plans for two projects: Silo Safety and Children's Discovery Patio.
  - The "Halloween Story Time Trick or Treat" was a great success. Jennie shared how much her 5-year-old son loved the event which included multiple stations, reading, candy, and even dancing.
  - Meeting room policy: Discussion centered on the Executive Director's role in approving rentals.



**Informing. Educating. Inspiring. Connecting.**

■ Committee Reports:

- Friends – An additional “stacking” volunteer has been recruited for the Tuesday “Book Sort” team.
- Finance – “Buy the Book,” October’s “Friend-Raising” event, was discussed again. Consensus confirmed last month’s discussion—Planning should start soon for another BtB in 2019.

■ Finance:

- The October revenues and expenses were reviewed.
- Extra Give donations were slightly lower than last year. David Ferruzza asked board members to consider working with fundraising staff for next year’s Extra Give.
- Facilities – The board discussed the varying temperatures in the library and in the meeting rooms. Last month’s board meeting was quite cold and this month’s meeting was warm. Joyce mentioned that the HVAC vendors did come in to work on servicing the system recently.
- Personnel/Nominating – David mentioned that each year in January’s meeting (The “Annual Meeting”), board officers are nominated and elected.

**Old Business**

- Fee Schedule 2019 – MOTION to approve. Dan motioned to approve the fee schedule and Susan Dyson seconded. All were in favor of the updated fee schedule.
- Discussion of Age Restriction on Borrowing DVDs – postponed until the December meeting.

**New Business**

■ The library has been receiving donations in memory of Pat Reed, wife of long-time “Friends” volunteer Don Reed.



**Informing. Educating. Inspiring. Connecting.**

- Executive Session: Discussion centered on topics to be presented to the Board of Commissioners by the Executive Director.
- **Adjourn** – Paul made a motion to adjourn the meeting. Laura seconded the motion. Meeting adjourned at 6:39 pm.

The next meeting will be December 19<sup>th</sup>, 2018, at 5:30 p.m.

Recorded by Paul R Daigle, Board Secretary